



CITY OF SOUTH PASADENA

OFFICE OF THE CITY CLERK

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ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

June 13, 2013

50 July 2, 2013

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Ms. Sachi A. Hamai
Executive Director
Kenneth Hahn Hall of Administration
500 West Temple Street, Room 383
Los Angeles, CA 90012

Dear Ms. Hamai:

Enclosed are the two election resolutions related to the November 5, 2013, General Municipal Election—calling the election and asking the Board of Supervisors for services. On the ballot will be the election of two councilmembers, a city treasurer, and a city clerk. In addition, I am enclosing the City's policy on candidate statements.

Copies of the first two election resolutions have been sent to the Los Angeles County Registrar-Recorder/County Clerk.

Sincerely,

Sally Kilby

Sally Kilby
City Clerk



CERTIFIED COPY
 THIS IS A TRUE AND CERTIFIED COPY OF THE DOCUMENT
 ON FILE IN THE OFFICIAL RECORDS OF
 THE CITY OF SOUTH PASADENA

Sally Kilby 6/13/13
 City Clerk 2 pages Date

This certification appears in blue ink with an original
 signature and bears the seal of the City of South Pasadena.

RESOLUTION NO. 7292

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES TO CONSOLIDATE A GENERAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 5, 2013, WITH THE SCHOOL ELECTION TO BE HELD ON THE DATE PURSUANT TO SECTION 10403 OF THE ELECTIONS CODE

WHEREAS, the City Council of the City of South Pasadena called a General Municipal Election (election) to be held on November 5, 2013, for the purpose of the election of two Members of the City Council, a City Clerk, and a City Treasurer, for the terms that end in November 2013; and

WHEREAS, it is desirable that the General Municipal Election be consolidated with the School election to be held on the same date and that within the city the precincts, polling places and election officers of the two elections be the same, and that the county election department of the County of Los Angeles canvass the returns of the General Municipal Election and that the election be held in all respects as if there were only one election.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That pursuant to the requirements of Section 10403 of the Elections Code, the Board of Supervisors of the County of Los Angeles is hereby requested to consent and agree to the consolidation of a General Municipal Election with the School election on Tuesday, November 5, 2013, for the purpose of the election of two Members of the City Council, a City Clerk, and a City Treasurer, for the terms that end in November 2013.

SECTION 2. That the County election department is authorized to canvass the returns of the General Municipal Election. The election shall be held in all respects as if there were only one election, and only one form of ballot shall be used.

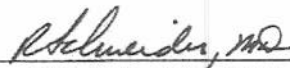
SECTION 3. That the Board of Supervisors is requested to issue instructions to the county election department to take any and all steps necessary for the holding of the consolidated election.

SECTION 4. That the City of South Pasadena recognizes that additional costs will be incurred by the County by reason of this consolidation and agrees to reimburse the County for any costs.

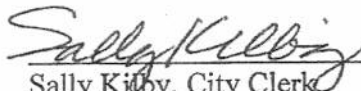
SECTION 5. That the City Clerk is hereby directed to file a certified copy of this resolution with the Board of Supervisors and the County election department of the County of Los Angeles.

SECTION 6. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.


PASSED, APPROVED AND ADOPTED ON this 5th day of June, 2013.


Richard D. Schneider, M.D., Mayor

ATTEST:


Sally Kilby, City Clerk
(seal)

APPROVED AS TO FORM:


Richard L. Adams II, City Attorney

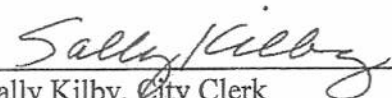
I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 5th day of June, 2013, by the following vote:

AYES: Cacciotti, Joe, Khubesrian, Putnam, and Mayor Schneider

NOES: None

ABSENT: None

ABSTAINED: None


Sally Kilby, City Clerk
(seal)

RESOLUTION NO. 7291

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
CALLING FOR THE HOLDING OF A GENERAL
MUNICIPAL ELECTION TO BE HELD ON TUESDAY,
NOVEMBER 5, 2013, FOR THE ELECTION OF
CERTAIN OFFICERS AS REQUIRED BY THE PROVISIONS
OF THE LAWS OF THE STATE OF CALIFORNIA
RELATING TO GENERAL LAW CITIES**

WHEREAS, under the provisions of the laws relating to General Law Cities in the State of California, a General Municipal Election (election) shall be held on November 5, 2013, for the election of Municipal Officers.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That pursuant to the requirements of the laws of the State of California relating to General Law Cities, there is called and ordered to be held in the City of South Pasadena, California, on Tuesday, November 5, 2013, a General Municipal Election for the purpose of electing two Members of the City Council for the full term of four years; a City Clerk for the full term of four years; and a City Treasurer for the full term of four years.

SECTION 2. That the ballots to be used at the election shall be in form and content as required by law.

SECTION 3. That the City Clerk is authorized, instructed and directed to coordinate with the County of Los Angeles Registrar-Recorder/County Clerk to procure and furnish any and all official ballots, notices, printed matter and all supplies, equipment and paraphernalia that may be necessary in order to properly and lawfully conduct the election.

SECTION 4. That the polls for the election shall be open at seven o'clock a.m. of the day of the election and shall remain open continuously from that time until eight o'clock p.m. of the same day when the polls shall be closed, pursuant to Elections Code Section 10242, except as provided in Section 14401 of the Elections Code of the State of California.

SECTION 5. That in all particulars not recited in this resolution, the election shall be held and conducted as provided by law for holding municipal elections.

SECTION 6. That notice of the time and place of holding the election is given and the City Clerk is authorized, instructed and directed to give further or additional notice of the election, in time, form and manner as required by law.

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Sally Kelly
 City Clerk
 6/13/13
 Date

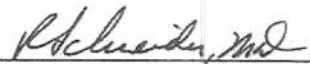
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SECTION 7. That in the event of a tie vote (if any two or more persons receive an equal and the highest number of votes for an office) as certified by the County of Los Angeles Registrar-Recorder/County Clerk, the City Council, in accordance with Elections Code Section 15651(a), shall set a date and time and place and summon the candidates who have received the tie votes to appear and will determine the tie by lot.

SECTION 8. The City Council authorizes the City Clerk to administer said election and all reasonable and actual election expenses shall be paid by the City upon presentation of a properly submitted bill.

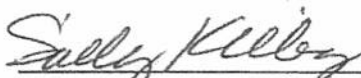
SECTION 9. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.


PASSED, APPROVED AND ADOPTED ON this 5th day of June, 2013.


Richard D. Schneider, M.D., Mayor

ATTEST:

APPROVED AS TO FORM:


Sally Kilby, City Clerk
(seal)


Richard L. Adams II, City Attorney

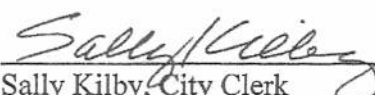
I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 5th day of June, 2013, by the following vote:

AYES: Cacciotti, Joe, Khubesrian, Putnam, and Mayor Schneider

NOES: None

ABSENT: None

ABSTAINED: None


Sally Kilby, City Clerk
(seal)

RESOLUTION NO. 7293

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
ADOPTING REGULATIONS FOR CANDIDATES FOR
ELECTIVE OFFICE PERTAINING TO CANDIDATES'
STATEMENTS SUBMITTED TO THE VOTERS AT AN
ELECTION TO BE HELD ON TUESDAY,
NOVEMBER 5, 2013**

WHEREAS, Section 13307 of the Elections Code of the State of California provides that the governing body of any local agency adopt regulations pertaining to materials prepared by any candidate for a municipal election, including costs of the candidate's statement.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. GENERAL PROVISIONS. That pursuant to Section 13307 of the Elections Code of the State of California, each candidate for elective office to be voted for at an Election to be held in the City of South Pasadena on November 5, 2013, may prepare a candidate's statement on an appropriate form provided by the City Clerk. The statement may include the name, age and occupation of the candidate and a brief description of no more than 200 words of the candidate's education and qualifications expressed by the candidate himself or herself. The statement shall not include party affiliation of the candidate, nor membership or activity in partisan political organizations. The statement shall be filed in typewritten form in the Office of the City Clerk at the time the candidate's nomination papers are filed. The statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:00 p.m. of the next working day after the close of the nomination period.

SECTION 2. FOREIGN LANGUAGE POLICY.

- A. Pursuant to the Federal Voting Rights Act, candidates' statements will be translated into all languages required by the County of Los Angeles (County). The County is required to translate candidates' statements into the following nine languages for the translated sample ballot booklet: Spanish, Chinese, Japanese, Korean, Tagalog, Vietnamese, Thai, Hindi, and Khmer.
- B. The County of Los Angeles will print and mail sample ballots in English to all registered voters. If the candidate submits a candidate's statement for the sample ballot, the County can include a Spanish translation of the statement—

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if the candidate requests this and agrees to pay for the printing. Otherwise, Spanish-language sample ballots, which include all candidates' statements, will be sent to those on the County voter file as having requested a sample ballot in Spanish. The County will also make such sample ballots available through its website and its multilingual hotline.

- C. The County will mail separate sample ballots, which include candidates' statements, in Chinese and Korean to those voters who are on the County voter file as having requested a sample ballot in Chinese or Korean. The County will also make such sample ballots available through its website and its multilingual hotline.
- D. The County will make the sample ballot available in the remainder of the languages required by law, i.e., Japanese, Tagalog, Vietnamese, Thai, Hindi, and Khmer, through its website.
- E. The County will make the sample ballots, which include all candidates' statements, available at all polling places in Spanish, Chinese, and Korean. Language assistance in nine required languages is available at the polling places from the County of Los Angeles through the multilingual hotline.

SECTION 3. PAYMENT.

A. Translations:

- 1. The candidate shall not be required to pay for the cost of translating the candidate's statement pursuant to Federal and/or State law.

B. Printing:

- 1. The candidate shall be required to pay for the cost of printing the candidate's statement in English in the main voter pamphlet.
- 2. The candidate shall be required to pay for the cost of printing the candidate's statement in Spanish in the main voter pamphlet.
- 3. The candidate shall not be required to pay for the cost of printing the candidate's statement in the translated sample ballot.

The City Clerk shall obtain an estimate from the County of the total cost of printing candidates' statements filed pursuant to this section, including costs incurred as a result of complying with the Voting Rights Act of 1965 (as amended), and require each candidate filing a statement to pay in advance to the local agency his or her estimated pro rata share as a condition of having his or her statement included in the voter's pamphlet. In the event the estimated payment is required, the estimate is just an approximation of the actual cost that varies from one election to another election and may be significantly more or less than the estimate, depending on the actual number of candidates filing statements. Accordingly, the City Clerk is not bound by the estimate and may, on a pro

rata basis, bill the candidate for additional actual expense or refund any excess paid depending on the final actual cost. In the event of underpayment, the City Clerk may require the candidate to pay the balance of the cost incurred. In the event of overpayment, the City Clerk shall prorate the excess amount among the candidates and refund the excess amount paid within 30 days of the election.

SECTION 4. SPECIFICATIONS FOR CANDIDATES' STATEMENTS.

- A. Candidates' statements will be translated by translators qualified by the County.
- B. The County will determine various formatting styles permitted in the candidates' statements, e.g., bold type, capitalization, bullets.
- C. Candidates must comply with recommendations and standards set forth by the California Secretary of State regarding occupational designations and other matters relating to elections as determined by the County.

SECTION 5. ADDITIONAL MATERIALS. No candidate will be permitted to include additional materials in the sample ballot package.


SECTION 6. That the City Clerk shall provide each candidate or the candidate's representative a copy of this resolution at the time nominating petitions are issued.

SECTION 7. That all previous resolutions establishing City Council policy on payment for candidates' statements shall then be repealed.

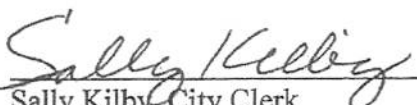
SECTION 8. That this resolution shall apply only to the election to be held on November 5, 2013, and shall then be repealed.

SECTION 9. That the City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.


PASSED, APPROVED AND ADOPTED ON this 5th day of June, 2013.


Richard D. Schneider, M.D., Mayor

ATTEST:


Sally Kilby, City Clerk

APPROVED AS TO FORM:


Richard L. Adams II, City Attorney


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NOES: None

ABSENT: None

ABSTAINED: None


Sally Kilby, City Clerk
(seal)